

## **HOUSING AND COMMUNITY SERVICES SECTION**

With a combined budget in excess of \$80 million dollars, the Housing and Community Services Section (HCSS) administers seven (7) major program areas. Those programs include Community Services Block Grant, Section 8 Housing Assistance, Energy Assistance Program, the Emergency Feeding Assistance Program, Emergency Shelter Grants, Weatherization, and Family Development Program. Services under the majority of these programs are provided through local community and social service providers. Most of our grantees are Community Action Agencies, (CAA) which cover all 92 counties. No one CAA covers more than 6 counties within its catchment area. Each agency must have its own independent boards of directors of local citizens, which must represent public officials, private organizations, and the low-income sector.

Other programs provided by these agencies include; Women, Infants, and Children (WIC). Head Start, employment services to teens; access to medical services, senior nutrition sites, food banks, food pantries or soup kitchens, housing programs, from rental assistance to home ownership programs with direct client counseling services. All approaches target the individual and/or family attains self-sufficiency.

During the federal fiscal year of 1999, the Housing and Community Services Section (HCSS) focused on Results Oriented Management and Accountability (ROMA). Roma is the method of setting goals and measuring them, in order to determine the effectiveness of client services and/or agency management.

As stated above, ROMA is the method we are utilizing to measure success. There are three different forms of measures which are used. These include;

- Direct questions which address how many (persons, families, and agencies) achieved the end result.
- Survey questions address how many feel their lives have been improved by the services provided.
- Scales allow us to show movement from one threshold to another, in progressing toward an end result.

It is our intent to utilize this form of performance based contracting within all of our programs through our service providers. Besides CAAs, other social service providers may include shelters, missions, food banks, transitional living facilities and public housing authorities.

# INDIANA FAMILY AND SOCIAL SERVICES ADMINISTRATION

## LIST OF

### INDIANA COMMUNITY ACTION AGENCIES

#### A.C.T.I.O.N., Inc. of Delaware County ACTION

Sanford Simpson, Executive Director  
105 North Ridge Road  
P.O. Box 268  
Muncie, IN 47308-0268  
**Phone:** 317-289-2313  
**Fax:** 317-289-1192  
**Counties:** Delaware and Grant

#### Area Five Agency on Aging and Community Services, Inc.

**AREA V**

Michael Meagher, Executive Director  
1801 Smith Street, Suite 300  
Logansport, IN 46947-1577  
**Phone:** 219-722-4451 800-654-9421  
**Fax:** 219-722-3447  
**Counties:** Cass, Howard, Miami, Tipton, and Wabash

#### Area IV Agency on Aging and Commissioners By Community Services, Inc. Unit, JobSource

**Area IV**

Sharon Wood, Executive Director  
660 North 36th Street  
P.O. Box 4727  
Lafayette, IN 47903-4727  
**Phone:** 317-447-7683 800-382-7556  
**Fax:** 317-447-6862  
**Counties:** Carroll, Clinton, Tippecanoe, and White

#### Board of Madison County and Through its Departmental

**JS**

Marc Scharnowske, Executive Director  
1106 Meridian  
P.O. Box 149  
Anderson, IN 46015-0149  
**Phone:** 317-641-6504  
**Fax:** 317-641-6548  
**Counties:** Madison

#### Community & Family Services, Inc. CFS

Larry Braden, Executive Director  
521 South Wayne Street  
P.O. Box 1087  
Portland, IN 47371-1087  
**Phone:** 219-726-9318  
**Fax:** 219-726-9174  
**Counties:** Adams, Blackford, Huntington, Jay, Randolph and Wells

**Community Action of  
East Central Indiana, Incorporated  
CAECI**

Lynn Galloway, Executive Director  
201 East Main Street  
P.O. Box 1314  
Richmond, IN 47374-1314  
**Phone:** 317-966-7733  
**Fax:** 317-966-6539  
**Counties:** Fayette, Union and Wayne

#### Community Action of Northeast Indiana, Inc. CANI

Joseph Conrad, Executive Director  
2260 Lake Avenue  
P.O. Box 10570  
Fort Wayne, IN 46853-0570  
**Phone:** 219-423-3546 800-589-2264  
**Fax:** 219-422-4041  
**Counties:** Allen, LaGrange, Noble, Whitley, Steuben and Dekalb

**COMMUNITY ACTION of Greater  
Indianapolis, Incorporated  
CAGI**

John M. Thomas, President  
2445 North Meridian Street  
Indianapolis, IN 46208  
**Phone:** 317-327-7700  
**Fax:** 317-327-7661  
**Counties:** Boone, Hamilton, Hendricks, and Marion

#### Community Action Program of Evansville and Vanderburgh County, Inc. CAPE

Alice Weathers, Executive Director  
27 Pasco Avenue  
Evansville, IN 47713  
**Phone:** 812-425-4241  
**Fax:** 812-425-4255  
**Counties:** Gibson, Posey and Vanderburgh

#### Community Action Program, Inc. of Western Indiana COWI

Joan Cline, Executive Director  
418 Washington Street  
P.O. Box 188  
Covington, IN 47932-0188  
**Phone:** 317-793-4881  
**Fax:** 317-793-4884  
**Counties:** Benton, Fountain, Montgomery, Parke, Vermillion and Warren

#### Dubois-Pike-Warrick Economic Opportunity Committee, Inc. TRI-CAP

Janis S. Small, Executive Director  
203 West 6th Street  
Jasper, IN 47546  
**Phone:** 812-482-2233  
**Fax:** 812-482-1071  
**Counties:** Dubois, Pike and Warrick  
Orange and

#### Hoosier Uplands Economic Development Corporation HUEDC

David Miller, Executive Director  
521 West Main Street  
Mitchell, IN 47446  
**Phone:** 812-849-4457 800-333-2451  
**Fax:** 812-849-4467  
**Counties:** Lawrence, Martin, Washington

**Hoosier Valley Economic  
Opportunity Corporation  
HVEOC**

Jerry L. Stephenson, President\CEO  
1613 East 8th Street  
P.O. Box 843  
Jeffersonville, IN 47131-0843  
**Phone:** 812-283-4128  
**Fax:** 812-284-8314  
**Counties:** Clark, Floyd and Harrison

**Indiana Community Action Program  
Directors' Association, Inc.  
ICDA**

Vacant, Executive Director  
902 North Capitol Avenue  
Indianapolis, IN 46204-1005  
**Phone:** 317-636-8819  
**Fax:** 317-634-7947

**LCEOC, Inc.  
LCEOC**

Marion Hogan, President/CEO  
5518 Calumet Avenue  
Hammond, IN 46320  
**Phone:** 219-937-3500 800-826-7871  
**Fax:** 219-932-0560  
**Counties:** Jasper, Lake, Newton, and Porter

**North Central Community**

**Inc.**

**Action Agencies, Inc.  
NCCAA**

Daniel Pishkur, Interim Executive Director  
732 Wabash Street  
Michigan City, IN 46360  
**Phone:** 219-872-0351  
**Fax:** 219-872-1201  
**Counties:** LaPorte, Pulaski and Starke

**REAL Services, Inc.  
REAL**

Lester Fox, President/CEO  
1151 South Michigan Street  
P.O. Box 1835  
South Bend, IN 46634-1835  
**Phone:** 219-233-8205 800-552-2916  
**Fax:** 219-284-2642  
**Counties:** Elkhart, Fulton, Kosciusko  
Owen  
Marshall and St. Joseph

**Southeastern Indiana Economic**

**Inc.**

**Opportunity Corporation  
SIEOC**

Beverly Henry, Executive Director  
110 Importing Street  
P.O. Box 240  
Aurora, IN 47001-0240  
**Phone:** 812-926-1585 800-755-8558  
**Fax:** 812-926-4475  
**Counties:** Dearborn, Franklin, Ohio, Ripley  
and Switzerland

**Western Indiana Community  
Action Agency, Inc.  
WICAA**

Paul Kelley II, Executive Director  
810 South 9th Street  
P.O. Box 1018  
Terre Haute, IN 47808-1018  
**Phone:** 812-232-1264 800-777-9427  
**Fax:** 812-232-9634  
**Counties:** Clay, Putnam and Vigo

**Human Services, Inc.  
HSI**

Mary Meredith, Executive Director  
1412 Sycamore Street  
P.O. Box 588  
Columbus, IN 47202-0588  
**Phone:** 812-376-9431  
**Fax:** 812-378-4812  
**Counties:** Bartholomew, Decatur, Jackson  
Johnson and Shelby

**Interlocal Community  
Action Program, Inc.  
ICAP**

Kevin Polivick, Executive Director  
State Road 38 West  
P.O. Box 449  
New Castle, IN 47362-0644  
**Phone:** 317-529-4403  
**Fax:** 317-593-2510  
**Counties:** Hancock, Henry and Rush

**Lincoln Hills Development Corporation  
LHDC**

Larry K. Kleeman, Executive Director  
302 Main Street  
P.O. Box 336  
Tell City, IN 47586-0336  
**Phone:** 812-547-3435 800-467-1435  
**Fax:** 812-547-3466  
**Counties:** Crawford, Perry and Spencer

**Ohio Valley Opportunities,**

**OVO**

Debbie L. Myers, Executive Director  
711 Green Rd. Madison State Hosp. Ward #4  
P.O. Box 997  
Madison, IN 47250-0997  
**Phone:** 812-265-5858 800-928-1232  
**Fax:** 812-265-5850  
**Counties:** Jefferson, Jennings and Scott

**South Central Community  
Action Program, Inc.  
SCCAP**

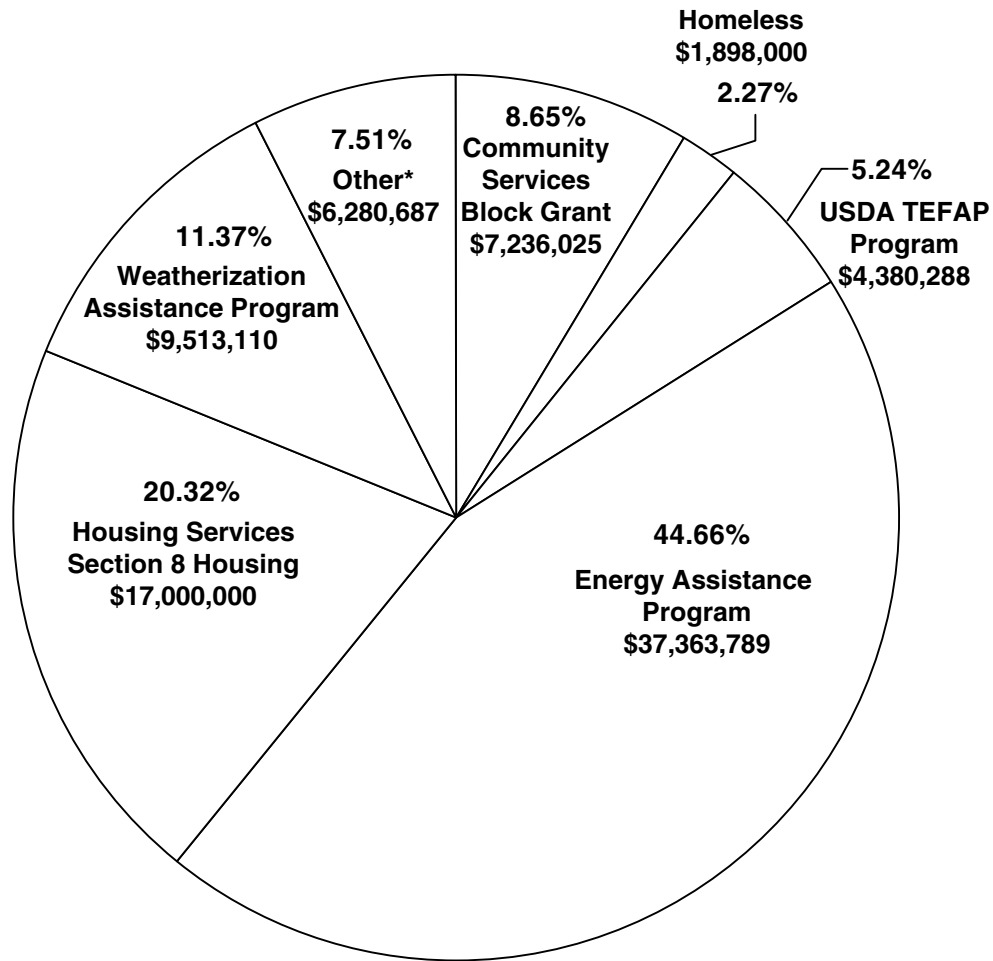
Phyllis Trinkle, Executive Director  
1500 West 15th Street  
Bloomington, IN 47404  
**Phone:** 812-339-3447  
**Fax:** 812-334-8366  
**Counties:** Brown, Monroe, Morgan and

**Wabash Valley Human Services,**

**WVHS**

Gary Smith, Executive Director  
525 North 4th Street  
P.O. Box 687  
Vincennes, IN 47591-0687  
**Phone:** 812-882-7927  
**Fax:** 812-882-7982  
**Counties:** Daviess, Greene, Knox  
and Sullivan

# Indiana Family & Social Services Administration Housing And Community Services Section Program Funding Levels State Fiscal Year 1999



**Total - \$83,671,899**

\*Other

Commodities Distribution Program - \$4,380,288

Community Food and Nutrition - \$46,226

Consolidated Outreach Project - \$230,000

Emergency Shelter Grant - \$1,898,000

Residential Energy Assistance Challenge Option - \$1,501,840

ROMA T&TA - \$82,333

Capacity Bldg T&TA - \$40,000

## APPENDIX

### THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

**Purpose of Program** – The U.S. Department of Agriculture provides commodities to more than 600 food outlets (food pantries and/or soup kitchens) throughout Indiana. These products along with food items or other goods provide prepared meals or food baskets to low-income citizens. Depending upon availability, products may include: canned or frozen meat (beef, pork, or fish); fresh or canned fruit, canned vegetables, dehydrated soup and potatoes, pastas, fruit juices, various dry beans, sauces, instant milk, bakery mix, oil, and syrup.

Each year, the Consolidated Outreach Project (COP) provides 10,000 to 12,000 migrant and seasonal farm workers food from TEFAP and supplemental items from Gleaners Food Bank to 11 Migrant Food Pantries. These pantries are open at the convenience of the farm workers enabling these clients to not miss work. Also, staff from COP work nights and weekends in order to ensure that Spanish speaking staff are available during the pantries' hours of operation..

**Target Population** - Low-income households and homeless individuals and families that are in need of food.

**Agencies Providing Services** - Commodities are provided to 17 Emergency Feeding Organizations (EFO) throughout in Indiana. EFOs are Food Banks and/or Community Action Agencies. These agencies in turn distribute products to local food pantries and soup kitchens in their service areas that cover all 92 counties in Indiana.

**Eligibility Requirements** - Households with incomes at or below 125% percent of the poverty guidelines or in emergency situation are eligible to receive products from the outlets. Food pantry clients must sign an eligibility certificate declaring eligibility. Soup kitchens provide meals to all persons who are hungry.

**Start and End Date** - This program continues throughout the entire year. Food is currently shipped three to four times a year to the EFOs for distribution to the outlets..

<b>Funding -</b>	U.S. Dept. of Agriculture	\$762,857
	State of Indiana	<u>\$146,000</u>
	Match Total	\$908,856
	Administrative Funds	

A minimum of 40% of the Administrative Funds must go to the EFOs.

<b>Food Value for</b>		
<b>Fiscal Year 99 –</b>	Entitlement	\$1,070,730
	Bonus	<u>1,848,816</u>
		\$2,919,546
<b>Total Program</b>		\$3,838,402

## **COMMUNITY FOOD AND NUTRITION**

**Purpose of Program** - The Community Food and Nutrition Grant provides for the sponsorship of statewide implementation of initiatives to assist unemployed and disadvantaged individuals. The program coordinates existing private and public food assistance resources to better serve the low-income populations. Activities may include education on food safety, safe storage, preparation and repackaging of foods and on-site technical assistance.

**Target Population** – Soup kitchen and food pantry recipients, volunteers and staff.

**Agencies Providing Services** – Purdue University, Lafayette, Indiana.

**Eligibility Requirements** - Not applicable.

**Start and End Date** – The project operates throughout the year.

**Funding** – U.S. Department of Health and Human Services - \$57,755.

## **CONSOLIDATED OUTREACH PROJECT**

**Purpose of Program** - The Consolidated Outreach Project is a public/private sector effort among the Departments of Education and Workforce Development, the Family and Social Services Administration and Indiana Health Centers, Inc. to coordinate services for migrant and seasonal farmworkers. Bilingual case managers complete needs assessments, direct referrals to local service providers, and conduct follow-up reviews for all migrant and seasonal farmworker households. Comprehensive statistical data is also collected on each person assisted.

**Target Population** - Migrant and seasonal farmworkers.

**Agencies Providing Services** - Indiana Health Centers, Inc.

**Eligibility Requirements** - Individuals and families whose primary income is derived from employment in agriculture and who may or may not occupy temporary housing for the purpose of this employment.

**Start and End Date** - Migrant farmworkers are usually present during the growing season, April through October. Seasonal farmworkers and settled-out families receive assistance throughout the year.

<b>Funding -</b>	U.S. Dept. of Health and Human Services -	\$ 170,000
	Indiana Dept. of Education -	30,000
	Indiana Dept. of Workforce Development -	<u>30,000</u>
	Total -	\$ 230,000.

## **HOUSING SERVICES - SECTION 8 HOUSING**

**Purpose of Program** - The purpose of this program is to provide Section 8 Rental Housing Assistance Certificate, Voucher and Moderate Rehabilitation Programs throughout Indiana. This program serves the very low income population. As funding becomes available, applicants are selected from a waiting list for rental assistance. Applicants are served according to date of application and local preferences. Clients select decent, safe and affordable rental housing. Housing and Community Services staff and subcontractors inspect all housing units, conduct rent reasonableness studies, prepare contracts and leases and negotiate rent levels with owners and landlords.

**Target Population** - Very low-income families and individuals.

**Agencies Providing Services** - The State of Indiana administers services to 82 counties throughout Indiana. Local service to clients is provided by Community Action Agencies and local Public Housing Authorities.

**Eligibility Requirements** – A family must have an income level at or below 50 percent of the median income set by federal guidelines. The amount of income is very low and varies between counties.

**Start and End Date** - This program continues throughout the year.

**Funding** - U.S. Dept. of Housing and Urban Development - \$17,000,000.

## **EMERGENCY SHELTER GRANT**

**Purpose of Program** - The Emergency Shelter Grant provides funds for basic operating expenses and homeless prevention expenses incurred by shelters, missions, and homeless service organizations. These funds are used to improve existing agencies which serve the homeless population by funding limited building renovations, and to purchase food, bedding, equipment, and clothing. Funds are also used to prevent homelessness through rent/mortgage assistance, utility assistance, and security deposits. Homeless persons are provided support services, such as education, housing placement, job training, child care, and clothing to aid them in their transition to self-sufficiency.

**Target Population** - Homeless persons or families and those who are in immediate danger of becoming homeless.

**Agencies Providing Services** - Shelters, missions, and homeless service organizations throughout Indiana.

**Eligibility Requirements** - This program is not income-based. An individual or family must be homeless or at risk of becoming homeless.

**Start and End Date** - This program operates on the State Fiscal Year, July 1 - June 30.

**Funding** - U.S. Dept. of Housing and Urban Development - \$ 1,739,000.



## ENERGY ASSISTANCE PROGRAM

**Purpose of Program** - The Energy Assistance Program provides financial assistance to low-income households to maintain utility services during the winter heating season. This program is complemented by state regulations which mandate a moratorium on the shutoff of regulated utilities from December 1 through March 15 in any given year. The program is implemented through twenty-four (24) Community Action Agencies, with outreach offices in every county. These agencies provide intake, application processing and utility vendor payments. During hot summer months, the Energy Assistance Program also provides limited funds for the purchase of fans and payment on electric utilities.

**Target Population** - Low-income households in need of assistance with their utility expenses.

**Agencies Providing Services** - Community Action Agencies provide services to all 92 counties.

**Eligibility Requirements** - Households with income at or below 125 percent of the poverty guidelines are eligible to receive benefits from this program.

**Start and End Date** - The Energy Assistance Program usually begins in November of each heating season and now ends on May 31, unless funds are depleted sooner. Benefits are provided on a first come, first serve basis. This is not an entitlement program.

<b>Funding</b> - U.S. Dept. of Health and Human Services	\$28,151,336
U.S. Dept of Health and Human Services Supplement	7,143,601
Exxon Settlement (Oil Overcharge)	<u>2,068,852</u>
	\$37,363,789

## WEATHERIZATION ASSISTANCE PROGRAM

**Purpose of Program** - The Weatherization Assistance Program provides residential energy conservation services to the low income citizens of Indiana. Funding comes from Federal sources, and is allocated to Community Action Agencies to provide the services in each of Indiana's 92 counties. The 24 service providing agencies use their own crews or private contractors to provide comprehensive energy conservation services. A thorough evaluation of the structure, including the safe and efficient operation of the furnace and water heater, gas cooking stove, is included in the treatment of each home.

**Target Population** - Low-income individuals and families.

**Agencies Providing Services** - Community Action Agencies provide services to all 92 counties.

**Eligibility Requirements** - Households with incomes at or below 125 percent of the poverty guidelines are eligible to receive benefits from programs funded by this grant. Additionally, households who qualify and receive TANF, Supplemental Security Income, and/or Energy Assistance are categorically eligible for Weatherization Services.

**Start and End Date** - This program continues throughout the entire year.

<b>Funding -</b>	U.S. Dept. of Energy	* \$3,829,172
	WEATHERIZATION ASSISTANCE PROGRAM	
	(WAP)	

U.S. DEPT. OF HEALTH AND HUMAN	** 4,840,963
SERVICES	
LOW INCOME HOME ENERGY ASSISTANCE	
PROGRAM (LIHEAP)	
OIL OVERCHARGE	<u>2,000,000</u>
TOTAL	\$10,670,135

\* THE TOTAL DOE WAP ALLOCATION INCLUDES \$285,740 FOR TECHNICAL TRAINING (T&TA) OF WEATHERIZATION EMPLOYEES.

\*\* THE TOTAL LIHEAP ALLOCATION INCLUDES \$171,395 FOR T&TA.  
ADDITIONALLY, \$1,065,000 WAS ALLOCATED FOR WEATHERIZATION FROM THE LIHEAP 1999 EMERGENCY COOLING ALLOCATION..

## **INTERIM ASSISTANCE REIMBURSEMENT PROGRAM**

**Purpose of Program** - To assist eligible clients with payment of routine expenses (rent, utilities, prescription drugs, etc.) while they are awaiting approval from the Social Securities Administration regarding disability determination subsequent to receiving Supplemental Security Income (SSI). Any assistance given to the client is repaid to the trustee from the client's first SSI check. These repaid trustee funds can then be given to another eligible client.

**Target Population** - Individuals applying for Supplemental Security Income.

**Agencies Providing Services** - Local township trustee offices in conjunction with Indiana Township Trustees Association.

**Eligibility Requirements** - Eligible clients must apply for Supplemental Security Income and meet income guidelines for trustee assistance.

**Start and End Date** - This program continues throughout the entire year.

**Funding** - Two percent of the reimbursement amount returned to the trustee is retained by DFC as a processing charge.

**Note** - Not all township trustees are participating in this program. It is not mandatory that they do so.

## **RESIDENTIAL ENERGY ASSISTANCE CHALLENGE OPTION (REACH)**

**Purpose of Program** - The intent of this program is to facilitate the process of achieving financial independence for targeted families affected by welfare reform. Enhanced support will be offered by way of Community Action Agencies as an extension of the self-sufficiency services provided through the local Division of Family and Children offices.

**Target Population** - Current TANF recipients who are transitioning off public assistance within one year or whose assistance will end due to employment, recipients who are participating in job training, job search, or are employed, and have a history of high energy costs, overdue rent or utilities, or who frequently move.

**Agencies Providing Services** - Real Services, South Central Community Action Program, Inc., Dubois, Pike, Warrick E.O.C., Inc., and Community Action Program, Inc., of Western Indiana.

**Eligibility Requirements** - Participants must be at or below 150% of OMB guidelines and be within the target populations as stated above.

**Start and End Date** - April 1, 1998 through September 30, 2000.

**Funding** - US Department of Health and Human Services \$1,501,840

## **COMMUNITY SERVICES BLOCK GRANT**

**Purpose of Program** - The Community Services Block Grant provides funds for various services and activities having a measurable and major impact on the causes of poverty. Community Action Agencies use these funds to initiate, supplement, and implement many local community action efforts. These projects include, but are not limited to: drug treatment, information/referral networks, nutritional assistance, education assistance, housing assistance, counseling, employment/training, and emergency assistance. Over one hundred (100) local, state, and federal programs utilize Community Services Block Grant funds within Indiana.

**Target Population** - Low-income families and individuals. Specific programs may target a smaller population, such as: elderly, families with children, or homeless persons.

**Agencies Providing Services** - The State of Indiana provides Community Services Block Grant funds to Community Action Agencies throughout Indiana. These agencies utilize their awards to provide many programs within their Indiana service areas.

**Eligibility Requirements** - Households with incomes at or below 125 percent of the poverty guidelines are eligible to receive benefits from programs funded by this grant.

**Start and End Date** - This program operates on a calendar year.

**Funding** - U.S. Dept. of Health and Human Services - \$ 7,236,025.

## **ROMA TRAINING & TECHNICAL ASSISTANCE**

**Purpose of Program** – To train Community Action Agencies in Results – Oriented Management Accountability, a goal & measure process for providing case management/self – sufficing services & rating the outcomes of the services, and the agencies.

**Target Population** – Low-income families and individuals. Specific programs may target smaller population, such as: elderly, families with children or homeless persons.

**Agencies Providing Services** – The State of Indiana provides Community Services Block Grant funds to Community Action Agencies throughout Indiana. These agencies utilize their awards to provide many programs within their Indiana service areas.

**Eligibility Requirements** – Households with incomes at or below 125 percent of the poverty guidelines are eligible to receive benefits from programs funded by this grant.

**Start and End Date** – Oct. 1, 1998 thru Dec. 31, 1999

**Funding** – U.S. Dept. of Health and Human Services - \$82,333

## **CAPACITY BUILDING TRAINING & TECHNICAL ASSISTANCE**

**Purpose of Program** - To assist one Community Action Agency in restructuring & rebuilding after bankruptcy. Includes hiring of peer-to-peer consultants, attendance at conferences by appropriate staff, & board training.

**Target Population** – Low-income families & individuals in a 3-county area of the state, who receive services through this agency.

**Agencies Providing Services** – Community Action Agency in Southern Indiana, covering a 3 – county area.

**Eligibility Requirements** – Households with incomes at or below 125 percent of the poverty guidelines are eligible to receive benefits from programs funded by this grant.

**Start and End date** – July 1, 1998 thru Sept. 30, 1999.

**Funding** – U.S. Dept. of Health and Human Services - \$40,000  
Matching funds – State of Indiana – SSBG funds - \$40,000.